

Airport Commission

John Clark, Chair
Scott Tracy, Vice-Chair

Chris Colbert
William Gilbert
Patricia Griffin
Kirk Martin
Bruce Miller

City of Santa Barbara Liaison:
Councilmember Frank Hotchkiss

City of Goleta Liaison:
Councilmember Roger Aceves

CITY OF SANTA BARBARA

AIRPORT COMMISSION AGENDA

February 15, 2012

7:00 pm



Airport Staff

Karen Ramsdell
Airport Director
Hazel Johns
Assistant Airport Director
Tracy Lincoln
Airport Operations Manager
Rebecca Fribley
Sr. Property Management Specialist
Mabel Shatavsky
Airport Commission Secretary

ORDER OF BUSINESS: The regular Airport Commission meeting begins at 7:00 pm in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

PUBLIC COMMENT: At the beginning of the meeting, any member of the public may address the Airport Commission on any subject matter within the jurisdiction of the Airport Commission that is **not** on the Commission's agenda. The total time for public comment is fifteen (15) minutes. If you wish to address the Commission under this item, please complete and deliver to the Airport Director **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.

REQUEST TO SPEAK: A member of the public may address the Airport Commission regarding any scheduled agenda item. Any person wishing to make such address should first complete and deliver a "Request to Speak" form prior to the time that the item is taken up by the Commission.

REPORTS: Copies of reports relating to agenda items are available for review in the Airport Administration office, or the City of Santa Barbara's web site: <http://www.SantaBarbaraCA.gov>. Materials related to an item on this agenda submitted to the Airport Commission after distribution of the agenda packet are available for public inspection in the Airport Administration office located at 601 Firestone Road, Santa Barbara, CA 93117, during business hours.

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Airport Administration office at 967-7111. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

CELLULAR PHONES AND PAGERS: Please turn off cellular phones and pagers or set them to silent mode prior to the start of the meeting. Thank you.

CALL TO ORDER

ROLL CALL

CHANGES TO THE AGENDA

PUBLIC COMMENT

1. Any member of the public may address the Airport Commission on any subject within the jurisdiction of the Commission that is **not** scheduled before them that same day. The total time for public comment is fifteen (15) minutes.

NOTICES

2. That the Lease Review Subcommittee met on Thursday, February 2, 2012 at 11:00 am, in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
3. That the Budget Subcommittee met on Friday, February 10, 2012 at 11:00 am, in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
4. That on Friday, February 10, 2012 at 5:00 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

MINUTES

5. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, January 18, 2012.

CONSENT CALENDAR

LEASE AGREEMENTS - New Tenants

6. SUBJECT: LEASE AGREEMENT – MARK CRANE TREE & ARBORIST SERVICES

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Mark Crane Tree & Arborist Services, a Sole Proprietorship, for 5,159 square feet of land, at 115 Frederick Lopez Road, at the Santa Barbara Airport, effective February 1, 2012, for a monthly rental of \$774.

7. SUBJECT: LEASE AGREEMENT – THE BERRY MAN, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with The Berry Man, Inc., a California Corporation, for 3,984 square feet of land, at 90-A Frederick Lopez Road, at the Santa Barbara Airport, effective March 1, 2012, for a monthly rental of \$584.

8. SUBJECT: JANUARY PROPERTY MANAGEMENT REPORTS

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

ADMINISTRATIVE REPORTS

9. SUBJECT: AIRLINE TERMINAL NAMING REQUEST

RECOMMENDATION: That Airport Commission:

- A) Receive and consider a request from Edward Hartfeld to name the new airline terminal for Dwight Murphy; and
- B) Receive and consider a request from Mack Staton to name the new airline terminal for John T. Rickard; and
- C) Make a recommendation for action by City Council regarding the necessity or desirability of naming the facility, and the proposed name and any alternatives in accordance with the policies and guidelines of Municipal Code Chapter 22.48.

10. SUBJECT: FISCAL YEAR 2012 MID-YEAR FINANCIAL REPORT

RECOMMENDATION: That Airport Commission receive a report on the Airport Department's Fiscal Year 2012 Mid-Year Financials – Assistant Airport Director Hazel Johns.

11. SUBJECT: GROUND TRANSPORTATION PROGRAM

RECOMMENDATION: That Airport Commission receive an oral presentation on the Ground Transportation Program – Airport Operations Manager Tracy Lincoln.

SUBCOMMITTEE REPORT

12. SUBJECT: LEASE REVIEW SUBCOMMITTEE

RECOMMENDATION: That Airport Commission receive an oral report on the Lease Review Subcommittee meeting held on Thursday, February 2, 2012.

DIRECTOR'S REPORT

- 13. A. Airport Operations
 - Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
 - 1. Air Service
 - 2. Communications Program
 - 3. Master Plan RFQ

4. Property Management
 5. Airline Terminal Public Arts Program
 6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project

ADJOURNMENT